

CONSORTIUM HOLDS MANAGEMENT

The goal of consortium level holds management is to provide added copies of in-demand titles to lower wait times, and to repurchase expired content with holds, to the extent that budget allows.

Target Hold Ratio: 1 copy for every 15 holds

Max Hold Ratio: 1 copy for every 30 holds

Cap total consortium copies around 20 copies (this is a guideline and is flexible)

Tools for Holds Management:

- Current Holds Report – under Insights
- OD Metered Alert Carts – Auto Generated
- Holds Manager Cart – Auto Generated Monthly on 10th of month
- Saved Search - Criteria = 5 or more holds, not owned by consortium

Considerations for purchasing:

- Purchase the most in-demand titles based on holds within the allotted budget.
- Equal consideration should be given to eBooks and eAudiobooks.
- Do not consider advantage copies or holds when calculating hold ratios; only consider consortium copies and holds. Advantage Plus shared copies should be included in total consortium copies.
- Focus on meeting holds ratio demand first, then purchase expired items with holds as budget allows.
- Generally, expired items with 5 holds or less are lowest priority for purchase.
- Consider price and metering when purchasing. Very expensive titles (> \$90) may need to be closer to max hold ratio. More inexpensive titles can be filled closer to target hold ratio.
- Only purchase copies of pre-orders up to one month ahead.
- Consider trending items when purchasing (media tie-ins, awards, titles getting buzz), and anticipated demand.